Report of the Southborough Town Clerk
Minutes of the Annual Town Meeting
April 7, 2025

The Annual Town Meeting was duly called on Monday April 7, 2025, at 6:30 p.m. and held at the Trottier Middle School, 49 Parkerville Road, Southborough, MA. Town Moderator Paul M. Cimino called the meeting to order at 6:47p.m. and announced that a quorum of more than 100 voters was present; 341 voters attended the meeting. The Moderator appointed Thomas Truong as Deputy Moderator for the voters participating from the cafeteria.

The following Articles were voted on in a legal manner.

Motion made: To dispense with the reading of the Warrant and the officer's return of service.
Motion passed.

Motion made: To move as printed in the Warrant and pass the moderator's consent list consisting of articles:
1, 2, 3, 8, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 31, 32, 33, 34, 35. (Articles 1 and 3 were held.)
Motion to pass consent articles 2, 8, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 31, 32, 34, 35 passed.

ARTICLE 1: To see if the Town will vote to endorse the acceptance of any sum of money from St. Mark's School, Fay School, Harvard Medical School, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in the Town's treasury for use as directed by any such donor, or do or act anything in relation thereto.
Proposed by:: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *To allow the Select Board to accept donations from Tax Exempt organizations and determine the disposition of funds.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 2: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Select Board, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2025 in accordance with the provisions of Massachusetts General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17 as amended, or do or act anything in relation thereto.
Proposed by:: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article allows the Town Treasurer to short-term borrow in anticipation of revenue.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 3: To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to authorize the Select Board or the Superintendent of Schools to solicit and award contracts for terms exceeding three years, but no longer than seven years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Select Board or the School Committee, as appropriate, or do or act anything in relation thereto.
Proposed by:: SELECT BOARD
Select Board Recommendation: Support
Advisory Board Recommendation: Support
Summary: *This article allows the Select Board and/or the School Committee to enter into contracts in excess of three years, if deemed in the best interest of the Town to do so. This has been an annual article, and the exemption has been limited to contracts of no more than seven years.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 4: To see if the Town will vote to accept the Personnel Salary Administration Plan, as specified in Chapter 31 of the Code of the Town of Southborough, entitled: PERSONNEL. (*Proposed amendments are in BOLD for new language and strikethrough for deleted language.*)

Effective July 1, ~~2024~~**2025**, this bylaw establishes a Salary Administration Plan for the Town of Southborough that (i) groups position classifications in Town services, (ii) establishes salary schedules and employee

benefits and (iii) establishes and authorizes the Personnel Board to administer the bylaw to provide oversight and guidance to the Town Administrator in the development and maintenance of personnel policies and regulations. and to represent the interest of both the taxpayers and the Town employees.

This Salary Administration Plan applies to the positions of all officers and employees in the service of the Town, whether full-time, part-time, temporary, seasonal, special or any other, except those positions filled by popular election, under the direction and control of the School Committee, performed pursuant to a contract approved by the Town, encompassed in any officially recognized labor union and/or association, or exempted by statute. The positions covered by this Salary Administration Plan are hereby classified by titles in the groups listed in Schedule A through E ("Classification Schedule") as set forth in Section 20 of this bylaw.

The classification of positions subject to the Massachusetts Welfare Compensation Plan (as amended) and the scheduled rates therefor, as well as the applicable provisions of the Massachusetts General Laws relating to the application of rates set forth in the aforementioned Welfare Compensation Plan are hereby incorporated by reference.

~~SECTION 18. AMENDMENT OF THE PLAN~~

~~The Salary Administration Plan may be amended in the same manner that Town Bylaws may be amended. However, no amendment to the Plan shall be made until it has been presented to the Personnel Board and the Personnel Board has the opportunity to act on it. The Board of its own motion may propose an amendment to the Plan.~~

SECTION 20: CLASSIFICATION SCHEDULE

SCHEDULE A: GRADED POSITIONS

Title	Grade
DPW Laborer	1
Library Page	1
Library Technician	1
Administrative Assistant	2
Library Assistant	2
Administrative Assistant	3
Assistant Town Clerk	**3**
Library Associate	3
Business Administrator I	4
Library Supervisor	4
Maintenance Technician	4
Police Dispatcher**	4
Assistant Town Accountant	5
Business Administrator II	5
Clinician	5
EDC Coordinator	5
Executive Assistant to Select Board	5
Health Agent*	5
Program Coordinator	5
Youth Services Librarian	5
Assistant Library Director	6
Assistant Director, Youth & Family Services	6
Civil Engineer	6
Deputy Assessor	6
Deputy Town Clerk	6
Deputy Treasurer/Collector	6
Electrician	6
Local Inspector	6
Nurse	6
Outreach Coordinator	6
Police Business Administrator	6
Program Manager	6
Assistant Director/Nurse/Outreach	7
Conservation Agent	7
Recreation Director	7
Senior IT Specialist	7
Town Planner	7

Youth & Family Services Director	7
Assistant Town Administrator	8
Building Commissioner	8
Council on Aging Director	8
Director of Facilities	8
Health Director*	8
Director of ~~IT Manager~~Information Technology	8
Library Director*	8
Police Lieutenant	8
Principal Assessor*	8
Town Accountant*	8
Finance Director/Treasurer-Collector*	9
Superintendent of Public Works*	9

*when not under contract
~~**effective March 25, 2024~~

SCHEDULE A

DELETED

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A-1	$15.38	$15.68	$15.99	$16.31	$16.64	$16.97	[illegible]	$17.66	$18.01	$18.37	$18.74	$19.11	$19.49	$19.88	$20.28
A-2	$19.22	$19.60	$19.99	$20.39	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$23.42	$23.89	$24.37	$24.86	$25.36
A-3	$23.06	$23.52	$23.99	$24.47	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$28.11	$28.67	$29.24	$29.82	$30.42
A-4	$26.53	$27.06	$27.60	$28.15	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$32.33	$32.98	$33.64	$34.31	$35.00
A-5	$29.18	$29.77	$30.37	$30.98	$31.60	$32.23	$32.87	$33.53	$34.20	$34.88	$35.58	$36.29	$37.02	$37.76	$38.52
A-6	$32.10	$32.75	$33.41	$34.08	$34.76	$35.46	$36.17	$36.89	$37.63	$38.38	$39.15	$39.93	$40.73	$41.54	$42.37
A-7	$40.13	$40.93	$41.75	$42.59	$43.44	$44.31	$45.20	$46.10	$47.02	$47.96	$48.92	$49.90	$50.90	$51.92	$52.96
A-8	$48.15	$49.12	$50.10	$51.10	$52.12	$53.16	$54.22	$55.30	$56.41	$57.54	$58.69	$59.86	$61.06	$62.28	$63.53
A-9	$52.97	$54.03	$55.11	$56.21	$57.33	$58.48	$59.65	$60.84	$62.06	$63.30	$64.57	$65.86	$67.18	$68.52	$69.89

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	13	14
A-1	**$15.84**	**$16.15**	**$16.47**	**$16.80**	**$17.14**	**$17.48**	**$17.83**	**$18.19**	**$18.55**	**$18.92**	**$19.30**	**$19.68**	**$20.07**	**$20.48**
A-2	**$19.80**	**$20.19**	**$20.59**	**$21.00**	**$21.42**	**$21.86**	**$22.29**	**$22.73**	**$23.19**	**$23.65**	**$24.12**	**$24.61**	**$25.10**	**$25.61**
A-3	**$23.75**	**$24.23**	**$24.71**	**$25.20**	**$25.71**	**$26.22**	**$26.75**	**$27.28**	**$27.83**	**$28.39**	**$28.95**	**$29.53**	**$30.12**	**$30.71**
A-4	**$27.32**	**$27.87**	**$28.43**	**$28.99**	**$29.57**	**$30.16**	**$30.77**	**$31.38**	**$32.01**	**$32.65**	**$33.30**	**$33.97**	**$34.65**	**$35.34**
A-5	**$30.06**	**$30.66**	**$31.28**	**$31.91**	**$32.55**	**$33.20**	**$33.86**	**$34.54**	**$35.23**	**$35.93**	**$36.65**	**$37.38**	**$38.13**	**$38.89**
A-6	**$33.07**	**$33.73**	**$34.41**	**$35.10**	**$35.80**	**$36.52**	**$37.26**	**$38.00**	**$38.76**	**$39.53**	**$40.32**	**$41.13**	**$41.95**	**$42.79**
A-7	**$41.33**	**$42.16**	**$43.00**	**$43.87**	**$44.74**	**$45.64**	**$46.56**	**$47.48**	**$48.43**	**$49.40**	**$50.39**	**$51.40**	**$52.43**	**$53.48**
A-8	**$49.60**	**$50.59**	**$51.60**	**$52.63**	**$53.68**	**$54.75**	**$55.85**	**$56.96**	**$58.10**	**$59.27**	**$60.45**	**$61.66**	**$62.89**	**$64.15**
A-9	**$54.56**	**$55.65**	**$56.76**	**$57.90**	**$59.05**	**$60.23**	**$61.44**	**$62.67**	**$63.92**	**$65.20**	**$66.51**	**$67.84**	**$69.20**	**$70.58**

Municipalities are subject to the federal minimum wage law, not the state law.

SCHEDULE B: MISCELLANEOUS ANNUAL COMPENSATION SCHEDULE

Cemetery Agent $8,000
Clerk, Board of Registrars $1,638.33
Deputy Emergency Management Director $2,000
Energy Management Stipend $6,000
Registrar of Voters $205.66
Tree Warden ..... $~~4,000~~**8,000**
Veterans' Agent and Director of Veterans' Services ..... $~~15,000~~**17,500**

SCHEDULE C: SEASONAL PERSONNEL

Positions
Grade 1
Camp Counselor*
Program Aide* (1:1)
~~Program Supervisor* (i.e. RAP Monitor)~~
Grade 2
Camp Assistant Supervisor*
Intern~~**~~
Program Supervisor/RAP Monitor
Grade 3
Camp Supervisor*
Assistant Coach*
Head Coach*
Grade 4
Program Instructor*

*Fee-based personnel

~~**Effective October 1, 2024~~

Rates for Seasonal Personnel

~~Grade~~			
Grade	Hourly	Hourly	Hourly
1	$ ~~15.00~~ **16.00**	$ 17~~6~~.00	$ ~~17~~**18**.00
2	$ 19.00	$ 20.00	$ 21.00
3	$ 23.00	$ 24.00	$ 25.00
4	$ 30.00	$ 31.00	$ 32.00

And further to amend Chapter 31 Personnel of the Town Code as follows:
~~[The Personnel Regulations, consisting of the Salary Administration Plan, are enacted annually. The latest plan is on file in the office of the Town Clerk.]~~
, or do or act anything in relation thereto.

Proposed by: PERSONNEL BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The Personnel By-Law governs policies and pay structures for non-union employees.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 5: To see if the Town will vote to approve funding for the economic cost items under M.G.L. Chapter 150E, Section 7 for any particular collective bargaining agreements reached before Town Meeting, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: At Town Meeting
Advisory Committee Recommendation: At Town Meeting
Summary: *This article will fund costs associated with the first year of any contract agreed upon before Town Meeting commences with the DPW, Police, Communication Officers, and/or Fire Unions.*

Motion made: That pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and **AFSCME Council 93** and to raise and appropriate $29,832 for the purpose of funding the collective bargaining agreement; and further, pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and **Local 167, Massachusetts Coalition of Police** and to raise and appropriate $295,545 for the purpose of funding the collective bargaining agreement; and further, pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and **Southborough Permanent Firefighters Union, Local 3129, IAFF** and to raise and appropriate $75,727 for the purpose of funding the collective bargaining agreement; and further, pursuant to Mass. General Laws Chapter 150E Section 7 as amended, the Town vote to approve the economic terms of the collective bargaining agreement between the Town and **Local 445, Massachusetts Coalition of Police** and to raise and appropriate $82,028 for the purpose of funding the collective bargaining agreement.
Motion passed.

ARTICLE 6: To see if the Town will vote to raise or transfer a sum of money as may be necessary for the Town's use for Fiscal Year 2026, and make appropriations of the same, as detailed following, or do or act anything in relation thereto.

SEE BUDGETS ON THE FOLLOWING PAGES

100-199 GENERAL GOVERNMENT

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
114 MODERATOR						
51000-51990 Personnel Services	50	50	50		50	50
52000-58990 Other Charges and Expenses	0	50	70		70	70
MODERATOR TOTAL	50	100	120	20.00%	120	120

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
121 ELECTED SELECT BOARD						
51000-51990 Personnel Services	1,600	4,000	0		0	0
ELECTED SELECT BOARD TOTAL	1,600	4,000	0	-100.00%	0	0

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
122 SELECT BOARD						
51000-51990 Personnel Services	424,391	422,409	440,407		440,407	440,407
52000-58990 Other Charges and Expenses	53,880	68,726	67,494		67,494	67,494
SELECT BOARD TOTAL	478,271	491,135	507,901	3.41%	507,901	507,901

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
131 ADVISORY COMMITTEE						
52000-58990 Other Charges and Expenses	1,165	5,250	5,250		5,250	5,250
ADVISORY COMMITTEE TOTAL	1,165	5,250	5,250	0.00%	5,250	5,250

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
132 RESERVE FUND						
52000-58990 Other Charges and Expenses	87,970	180,000	180,000		180,000	180,000
RESERVE FUND TOTAL	87,970	180,000	180,000	0.00%	180,000	180,000

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
135 TOWN ACCOUNTANT						
51000-51990 Personnel Services	158,586	172,719	182,023		182,023	182,023
52000-58990 Other Charges and Expenses	4,595	4,495	6,285		6,285	6,285
TOWN ACCOUNTANT TOTAL	163,181	177,214	188,308	6.26%	188,308	188,308

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
136 AUDIT						
52000-58990 Other Charges and Expenses	42,370	45,550	54,575		54,575	54,575
AUDIT TOTAL	42,370	45,550	54,575	19.81%	54,575	54,575

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
140 ELECTED BOARD OF ASSESSORS						
51000-51990 Personnel Services	2,250	2,250	2,250		2,250	2,250
ELECTED BOARD OF ASSESSORS TOTAL	2,250	2,250	2,250	0.00%	2,250	2,250

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
141 ASSESSORS						
51000-51990 Personnel Services	204,948	217,855	228,054		228,054	228,054
52000-58990 Other Charges and Expenses	54,733	66,470	75,475		75,475	75,475
ASSESSORS TOTAL	259,681	284,325	303,529	6.75%	303,529	303,529

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
145 TREASURER/COLLECTOR						
51000-51990 Personnel Services	248,947	286,100	298,452		298,452	298,452
52000-58990 Other Charges and Expenses	11,626	12,430	13,460		13,460	13,460
TREASURER/COLLECTOR TOTAL	260,573	298,530	311,912	4.48%	311,912	311,912

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
151 LEGAL						
52000-58990 Other Charges and Expenses	140,105	147,375	149,000		149,000	149,000
LEGAL TOTAL	140,105	147,375	149,000	1.10%	149,000	149,000
Legal budget (151) and Special Legal (153) are now combined in Legal budget (151)						

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
152 PERSONNEL BOARD						
51000-51990 Personnel Services	0	5,000	0		0	0
52000-58990 Other Charges and Expenses	6,357	9,875	14,875		14,875	14,875
PERSONNEL BOARD TOTAL	6,357	14,875	14,875	0.00%	14,875	14,875

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
154 MUNICIPAL TECHNOLOGY COMMITTEE						
52000-58990 Other Charges and Expenses	0	1,500	1,500		1,500	1,500
MUNICIPAL TECHNOLOGY COMMITTEE TOTAL	0	1,500	1,500	0.00%	1,500	1,500

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
155 INFORMATION TECHNOLOGY						
51000-51990 Personnel Services	189,176	198,721	213,568		213,568	213,568
52000-58990 Other Charges and Expenses	353,782	422,548	441,908		441,908	441,908
INFORMATION TECHNOLOGY TOTAL	542,958	621,269	655,476	5.51%	655,476	655,476

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
159 OTHER OPERATION SUPPORT						
52000-58990 Other Charges and Expenses	477,420	524,253	534,325		534,325	534,325
OTHER OPERATION SUPPORT TOTAL	477,420	524,253	534,325	1.92%	534,325	534,325

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
160 ELECTED TOWN CLERK						
51000-51990 Personnel Services	96,570	101,916	107,012		107,012	107,012
ELECTED TOWN CLERK TOTAL	96,570	101,916	107,012	5.00%	107,012	107,012

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
161 TOWN CLERK						
51000-51990 Personnel Services	135,157	179,442	151,472		151,472	151,472
52000-58990 Other Charges and Expenses	86,060	143,610	137,763		137,763	137,763
TOWN CLERK TOTAL	221,217	323,052	289,235	-10.47%	289,235	289,235

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
171 CONSERVATION COMMISSION						
51000-51990 Personnel Services	99,597	104,459	118,900		118,900	118,900
52000-58990 Other Charges and Expenses	30,501	38,710	38,810		38,810	38,810
CONSERVATION COMMISSION TOTAL	130,098	143,169	157,710	10.16%	157,710	157,710

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
175 PLANNING BOARD						
51000-51990 Personnel Services	160,851	169,559	178,292		178,292	178,292
52000-58990 Other Charges and Expenses	22,629	28,325	28,975		28,975	28,975
PLANNING BOARD TOTAL	183,480	197,884	207,267	4.74%	207,267	207,267

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
176 ZONING BOARD OF APPEALS						
51000-51990 Personnel Services	14,918	27,731	29,134		29,134	29,134
52000-58990 Other Charges and Expenses	849	2,000	2,000		2,000	2,000
ZONING BOARD OF APPEALS TOTAL	15,767	29,731	31,134	4.72%	31,134	31,134

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
177 OPEN SPACE						
52000-58990 Other Charges and Expenses	4,994	5,000	5,000		5,000	5,000
OPEN SPACE TOTAL	4,994	5,000	5,000	0.00%	5,000	5,000

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
182 ECONOMIC DEVELOPMENT COMMITTEE						
51000-51990 Personnel Services	28,441	46,054	65,391		65,391	65,391
52000-58990 Other Charges and Expenses	12,369	12,950	12,700		12,700	12,700
ECONOMIC DEVELOPMENT COMMITTEE TOTAL	40,810	59,004	78,091	32.35%	78,091	78,091

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
192 PUBLIC BUILDINGS AND PROPERTIES MAINTENANCE						
51000-51990 Personnel Services	362,580	426,397	411,703		411,703	411,703
52000-58990 Other Charges and Expenses	297,501	265,636	313,826		313,826	313,826
PUBLIC BLDGS. & PROPERTY MAINT. TOTAL	660,081	692,033	725,529	4.84%	725,529	725,529

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
193 PUBLIC ACCESSIBILITY COMMITTEE						
51000-51990 Personnel Services	0	0			0	0
52000-58990 Other Charges and Expenses	0	2,500	2,500		2,500	2,500
PUBLIC ACCESSIBILITY COMMITTEE TOTAL	0	2,500	2,500	0.00%	2,500	2,500

200-299 PUBLIC SAFETY

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
210 POLICE DEPARTMENT						
51000-51990 Personnel Services	2,118,322	2,394,969	2,635,189		2,635,189	AT
52000-58990 Other Charges and Expenses	158,082	167,091	203,998		203,998	ATM
POLICE DEPARTMENT TOTAL	2,276,404	2,562,060	2,839,187	10.82%	2,839,187	

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
218 PUBLIC SAFETY COMMUNICATIONS						
51000-51990 Personnel Services	349,893	540,101	548,602		548,602	548,602
52000-58990 Other Charges and Expenses	8,263	14,790	9,421		9,421	9,421
PUBLIC SAFETY COMMUNICATIONS TOTAL	358,156	554,891	558,023	0.56%	558,023	558,023

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
220 FIRE DEPARTMENT						
51000-51990 Personnel Services	2,243,633	2,335,836	2,613,731		2,613,731	2,613,731
52000-58990 Other Charges and Expenses	309,129	307,040	333,290		333,290	333,290
FIRE DEPARTMENT TOTAL	2,552,762	2,642,876	2,947,021	11.51%	2,947,021	2,947,021

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
241 BUILDING DEPARTMENT						
51000-51990 Personnel Services	141,386	175,559	183,848		183,848	183,848
52000-58990 Other Charges and Expenses	13,764	12,500	16,650		16,650	16,650
BUILDING DEPARTMENT TOTAL	155,150	188,059	200,498	6.61%	200,498	200,498

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
291 EMERGENCY MANAGEMENT						
51000-51990 Personnel Services	339	5,000	5,000		5,000	5,000
52000-58990 Other Charges and Expenses	6,217	11,060	11,310		11,310	11,310
EMERGENCY MANAGEMENT TOTAL	6,556	16,060	16,310	1.56%	16,310	16,310

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
292 ANIMAL CONTROL OFFICER AND ANIMAL INSPECTOR						
52000-58990 Other Charges and Expenses	27,556	30,359	30,966		30,966	30,966
ANIMAL CONTROL OFF. & ANIMAL INSP. TOTAL	27,556	30,359	30,966	2.00%	30,966	30,966

400-499 PUBLIC WORKS & FACILITIES

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
400-499 DEPT. OF PUBLIC WORKS (Highway, Cemetery, Tree)						
51000-51990 Personnel Services	967,276	1,141,159	1,166,846		1,166,846	1,166,846
52000-58990 Other Charges and Expenses	1,465,636	1,706,950	1,736,000		1,736,000	1,736,000
DEPT. OF PUBLIC WORKS TOTAL	2,432,912	2,848,109	2,902,846	1.92%	2,902,846	2,902,846

500-599 HUMAN SERVICES

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
510 ELECTED BOARD OF HEALTH						
51000-51990 Personnel Services	150	450	450		450	450
ELECTED BOARD OF HEALTH TOTAL	150	450	450	0.00%	450	450

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
512 BOARD OF HEALTH						
51000-51990 Personnel Services	191,917	213,594	232,952		232,952	232,952
52000-58990 Other Charges and Expenses	59,455	70,624	61,400		61,400	61,400
BOARD OF HEALTH TOTAL	251,372	284,218	294,352	3.57%	294,352	294,352

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
541 COUNCIL ON AGING						
51000-51990 Personnel Services	320,333	340,804	370,974		370,974	370,974
52000-58990 Other Charges and Expenses	62,923	72,435	82,454		82,454	82,454
COUNCIL ON AGING TOTAL	383,256	413,239	453,428	9.73%	453,428	453,428

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
542 YOUTH COMMISSION						
51000-51990 Personnel Services	246,620	286,886	307,051		307,051	307,051
52000-58990 Other Charges and Expenses	28,924	50,414	43,614		43,614	43,614
YOUTH COMMISSION TOTAL	275,544	337,300	350,665	3.96%	350,665	350,665

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
543 VETERANS' SERVICES						
51000-51990 Personnel Services	15,000	16,000	17,500		17,500	17,500
52000-58990 Other Charges and Expenses	14,838	23,700	23,700		23,700	23,700
VETERANS' SERVICES TOTAL	29,838	39,700	41,200	3.78%	41,200	41,200
Veterans (543) and Memorial Day (692) are now combined in Veterans Budget (543)						

600-699 CULTURE & RECREATION

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
610 LIBRARY						
51000-51990 Personnel Services	471,168	501,402	526,883		526,883	526,883
52000-58990 Other Charges and Expenses	146,906	153,549	157,497		157,497	157,497
LIBRARY TOTAL	618,074	654,951	684,380	4.49%	684,380	684,380

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
630 RECREATION COMMISSION						
51000-51990 Personnel Services	139,238	162,279	172,284		172,284	172,284
52000-58990 Other Charges and Expenses	14,697	16,994	17,730		17,730	17,730
RECREATION COMMISSION TOTAL	153,935	179,273	190,014	5.99%	190,014	190,014

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
691 HISTORICAL COMMISSION						
52000-58990 Other Charges and Expenses	307	1,000	1,500		1,500	1,500
HISTORICAL COMMISSION TOTAL	307	1,000	1,500	50.00%	1,500	1,500

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
671 CULTURAL ARTS						
52000-58990 Other Charges and Expenses	0	0	4,000		4,000	4,000
CULTURAL ARTS TOTAL	0	0	4,000	100.00%	4,000	4,000

700-799 DEBT SERVICE

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
DEBT PRINCIPAL AND DEBT INTEREST						
0100-710-59100 Principal General Fund	1,015,116	1,246,464	1,567,547		1,567,547	1,567,547
0100-751-59150 Interest General Fund	811,104	870,987	934,400		934,400	934,400
0100-751-57880 Bond Disclosure	500	1,000	1,200		1,200	1,200
DEBT PRINCIPAL AND DEBT INTEREST TOTAL	1,826,720	2,118,451	2,503,147	18.16%	2,503,147	2,503,147

900-999 UNCLASSIFIED						
	FY2024 ACTUAL	**FY2025 BUDGET**	**FY2026 REQUEST**	**PERCENT BUDGET**	**SB RECOMM**	**ADV RECOMM**
910 EMPLOYEE BENEFITS						
51700 Police/Fire Accident and Workers' Comp.	265,319	282,837	288,819			
51710 Unemployment Payments	0	30,000	30,000			
51720 Health Insurance	5,517,799	6,134,529	6,905,337		AT ATM	AT ATM
51730 Retirement Fund	2,808,872	3,114,808	3,318,240			
51740 Life Insurance	5,218	5,498	5,549			
51750 Flexible Spending Account	6,755	7,470	7,538			
51770 Medicare	397,875	442,808	457,233			
51780 Dental Insurance	254,877	272,790	261,976			
51785 Medicare B Penalty	18,019	17,600	19,536			
54900 **Food service Supplies**	112	0	115			
EMPLOYEE BENEFITS TOTAL	9,274,846	10,308,340	11,294,343	9.57%		

	FY2024 ACTUAL	**FY2025 BUDGET**	**FY2026 REQUEST**	**PERCENT BUDGET**	**SB RECOMM**	**ADV RECOMM**
945 LIABILITY INSURANCE						
52000-58990 Other Charges and Expenses	383,834	439,002	399,024		399,024	399,024
LIABILITY INSURANCE TOTAL	383,834	439,002	399,024	-9.11%	399,024	399,024

300-399 EDUCATION						
	FY2024 ACTUAL	**FY2025 BUDGET**	**FY2026 REQUEST**	**PERCENT BUDGET**	**SB RECOMM**	**ADV RECOMM**
300 ELECTED SCHOOL COMMITTEE						
51000-51990 Personnel Services	100	500	500		500	500
ELECTED SCHOOL COMMITTEE TOTAL	100	500	500	0.00%	500	500

	FY2024 ACTUAL	**FY2025 BUDGET**	**FY2026 REQUEST**	**PERCENT BUDGET**	**SB RECOMM**	**ADV RECOMM**
301 SOUTHBOROUGH SCHOOLS						
REGULAR DAY PROGRAMS						
Administration	647,536	643,697	702,362		702,362	702,362
Instruction	12,096,032	12,990,266	13,279,349		13,279,349	13,279,349
Other Student Services	902,088	982,954	1,210,092		1,210,092	1,210,092
Operation and Maintenance Buildings	1,869,135	1,915,810	1,970,755		1,970,755	1,970,755
Fixed Charges	300	53,217	55,300		55,300	55,300
Contractual Obligation	796,772	0	-		-	-
REGULAR DAY PROGRAMS TOTAL	16,311,863	16,585,944	17,217,858		17,217,858	17,217,858
SPECIAL EDUCATION PROGRAMS						
Administration	22,700	23,100	29,400		29,400	29,400
Instruction	5,511,233	6,058,346	6,179,910		6,179,910	6,179,910
Other Student Services	661,313	880,056	1,037,812		1,037,812	1,037,812
Operation and Maintenance Buildings	4,000	7,000	7,000		7,000	7,000
Fixed Charges	2,775	2,775	2,965		2,965	2,965
Programs, Other Systems in Massachusetts	375,646	542,826	484,515		484,515	484,515
Programs, Member of Collaborative	174,888	158,917	153,326		153,326	153,326
SPECIAL EDUCATION TOTAL	6,752,555	7,673,020	7,894,928		7,894,928	7,894,928
GRAND TOTAL OPERATING ACTUAL	23,064,418	24,258,964	25,112,786	3.52%	25,112,786	25,112,786

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
302 ALGONQUIN REGIONAL HIGH SCHOOL						
REGULAR DAY PROGRAMS						
Administration	717,195	722,561	788,090		788,090	788,090
Instruction	12,117,922	12,747,011	12,757,757		12,757,757	12,757,757
Other Student Services	2,218,446	2,356,517	3,089,137		3,089,137	3,089,137
Operation and Maintenance Buildings	2,161,116	2,193,835	2,369,475		2,369,475	2,369,475
Fixed Charges	4,825,018	4,919,604	5,631,230		5,631,230	5,631,230
New Equipment	0	0	0		0	0
Tuition, Other Public Schools	200,000	250,000	250,000		250,000	250,000
Contractual Obligation	574,602	0	-		0	0
REGULAR DAY PROGRAMS TOTAL	22,814,299	23,189,528	24,885,689		24,885,689	24,885,689
SPECIAL EDUCATION PROGRAMS						
Administration	15,000	15,500	12,500		12,500	12,500
Instruction	3,017,142	3,412,017	3,581,030		3,581,030	3,581,030
Other Student Services	483,508	612,517	592,740		592,740	592,740
Operation and Maintenance Buildings	2,100	5,600	3,100		3,100	3,100
Fixed Charges	1,595	1,595	1,595		1,595	1,595
Programs, Other Systems in Massachusetts	41,470	502,465	515,690		515,690	515,690
Programs, Member of Collaborative	215,232	132,204	5,750		5,750	5,750
SPECIAL EDUCATION TOTAL	3,776,047	4,681,898	4,712,405		4,712,405	4,712,405
GRAND TOTAL OPERATING ACTUAL	26,590,346	27,871,426	29,598,094	6.20%	29,598,094	29,598,094

	NON EXEMPT	EXEMPT	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
FY 2025 SOUTHBOROUGH ASSESSMENT	9,663,975	406,333	10,070,308	6.51%	10,070,308	10,070,308

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
304 ASSABET VALLEY REGIONAL TECH HIGH SCHOOL						
Southborough Operating Assessment	403,066	485,516	31,333		31,333	31,333
Renovation Project - Capital Assessment	33,357	32,345	476,682		476,682	476,682
SOUTHBOROUGH ASSESSMENT TOTAL	436,423	517,861	508,015	-1.90%	508,015	508,015

	FY2024 ACTUAL	FY2025 BUDGET	FY2026 REQUEST	PERCENT BUDGET	SB RECOMM	ADV RECOMM
305 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL						
Tuition/Transportation Assessment	26,355	45,534	47,262		47,262	47,262
NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL TOTAL	26,355	45,534	47,262	3.79%	47,262	47,262

The Moderator identified a Schrivener's error in Budget 304 Assabet Valley Regional Technical School where the FY2026 Request amounts for Southborough Operating Assessment and Renovation Project – Capital Assessment are ***reversed.***

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *The article includes recommendations from both the Select Board and the Advisory Committee for the FY26 budget. Funding recommendations are noted in the individual recommendation columns for each department.*
Motion made: That the Town vote to raise a sum of money not to exceed the sum of $65,962,724 as may be necessary for the Town's use, and make appropriations of the same.

Transfer from the Cemetery Perpetual care	25,000.00	
Transfer from Free Cash	1,449,793.00	
Transfer from Overlay Reserve		255,198.00
Transfer from Ambulance Fund, Receipts Reserved	496,625.00	
Transfer from Septic Betterment Fund		27,547.00
Transfer from 911 Field Fund (prior Yr Debt)	50,000.00	
Transfer from TNC Receipts Reserved Fund 2313	9,265.00	
Transfer from Fire and Building Code Fines 2311	5,500.00	
Transfer from 0100-6-192-011-68069		
Cordaville Hall Painting/Repairs		22,000.00
Transfer from 0100-6-610-000-68076 Library Building Engineer		150,000.00
Transfer from 0100-6-141-000-68080 Cyclical Inspections Assessor	12.00	
Transfer from 0100-6-176-000-68025 Planning		7,329.00
Transfer from Water Enterprise Fund		270,208.00

That the Balance of **$63,194,247** be raised and appropriated.

The Moderator read each budget number and asked the hall to identify any budget that should be held. These budgets were held: 154 Municipal Technology Committee, 175 Planning Department, 182 Economic Development, 210 Police Department, 22 0 Fire Department, 910 Employee Benefits.
Motion made: To pass all non-held budgets passed.
Motion made: To pass budget 175 Planning Department passed.
Motion made: To pass budget 154 Municipal Technology Committee passed.
Amendment made: To reduce budget 182 Economic Development personal services from $65,391 to $37,391 failed.
Motion made: To pass budget 182 Economic Development passed.
Amendment made: To increase budget 210 Police Department by $27,720 to a new total of $2,866,970 failed by clicker vote: Yes 135 NO 153.
Motion made: To pass budget 210 Police Department passed by clicker vote: YES 220 No 38.
Amendment made: To increase budget 910 Employee Benefits by $9,133 to a new total of $11,303,47 failed by electronic vote (clicker) YES: 38 NO: 204.
Motion made: To pass budget 910 Employee Benefits passed by clicker vote: YES 214 No 41.

ARTICLE 7: To see if the Town will vote to raise a sum of money as may be necessary for the Water Enterprise Fund's use for Fiscal Year 2026, and make appropriations of the same, as detailed following, or do or act anything in relation thereto.

WATER ENTERPRISE	FY 2024 ACTUAL	FY 2025 BUDGET	FY2026 REQUEST	PERCENT (+) or (-)
DIRECT COSTS				
51000-51990 Total Personnel Services	382,972	435,159	492,671	
52000-58990 Other Charge & Expense	1,516,446	1,562,556	1,740,899	
59100 Principal Long Term Debt Water	342,000	380,000	411,200	
59150 Interest Long Term Debt Water	98,553	102,028	86,628	
59250 Interest on Notes	20,257	0	0	
CAPITAL EQUIPMENT - LEASE				
DPW DIESEL YEAR 4 OF 7	10,622	10,622	10,622	
DPW HOOK TRUCK YEAR 4 OF 7	9,103	9,105	9,105	
UTILITY DUMP YEAR 1 OF 5			21,156	
CAPITAL EQUIPMENT				
FY24- PICKUP TRUCK - WTR PORTION	15,000		0	
FY25- ENGINEERING		250,000	0	
FY26 - ENGINEERING LOOP AND FISHER PRESIDENTAL			105,000	
FY26 - PICK-UP DIESEL			80,046	
FY26 - ASPHALT HOT BOX TRAILER			10,549	
FY26 - DOUBLE DRUM ROLLER			7,500	
INDIRECT COSTS				
59510 Indirect Costs	249,770	372,387	270,208	
TOTAL WATER FUND	2,644,724	3,121,857	3,245,584	3.96%

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The Water budget is funded through an Enterprise Fund that is supported entirely through the water rates and the fund's retained earnings, which supports all aspects of the department's operation. The funding for those capital items that are being leased/purchased for use by the Water Department, in whole or in part, are included in this budget.*
Motion made: That the Town vote to appropriate $2,975,376 for the Water Enterprise Fund for direct costs, that $270,208 be included in the appropriations from the general fund for indirect costs and be allocated to the Water Enterprise Fund, and that $3,245,584 be raised as follows:

User Charges	2,791,289
Retained Earnings	454,295

Motion passed.

ARTICLE 8: To see if the Town will vote to transfer from Free Cash the sum of $250,000 into the Other Post-Employment Benefits Liability Trust Fund (OPEB Fund) as authorized by General Laws, Chapter 32B, Section 20, in order to offset the anticipated future cost of providing post-retirement health and life insurance benefits to current and future retired Town employees, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This is an annual appropriation into the Town's OPEB Trust Fund that began in 2014. The appropriation was previously done as part of the operating budget, but further guidance from the Dept. of Revenue has recommended that it be done in a separate article.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 9: To see if the Town will vote to rescind $627,960.00 of the authorized, but unissued debt of the Town originally appropriated for the cleanup of the Breakneck Hill Farm dump, approved by a vote of Town Meeting under Article 15 on September 30, 2024, which borrowing authority is no longer required for the purposes for which it was originally approved; or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The project has been completed, less the final landscaping which will occur in the Spring, and the Town is seeking to rescind the remaining unused bond authorization.*
Motion to indefinitely postpone the article passed.

ARTICLE 10: To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money for General Government capital items for the following purposes:

	Description	**Request**	**Levy**	**Free Cash Receipts Reserved Ambulance/Other**
A.	Facilities – Flagg School	$150,000		$150,000 / FC
B.	Fire – Medical Equipment	$ 25,000		$ 25,000 / FC
C.	Fire – Deputy Chief Vehicle	$ 80,000		$ 80,000 / FC
D.	DPW – Asphalt Hot Box Trailer	$ 24,614		$ 24,614 / FC
E.	DPW – 36" Double Drum Roller	$ 17,500		$ 17,500 / FC
F.	DPW – Hydraulic Aerator Attachment	$ 19,251		$ 19,251 / FC
G.	DPW – Flink 8' Wide Tailgate Spreader	$ 18,500		$ 18,500 / FC
H.	DPW – Brine Tank	$ 35,000		$ 35,000 / FC
I.	DPW – Roadway Maintenance & Sidewalks	$400,000	$ 400,000	
J.	DPW – Central Street Sinkhole	$250,000		$250,000 / FC
K.	DPW – Stormwater Management	$ 68,000		$ 68,000 / FC
L.	School – Finn Classroom Floor Replacement	$ 45,000		$ 45,000 / FC
M.	School – Woodward Tech Infrastructure/Equipment	$ 25,000		$ 25,000 / FC
N.	School – Trottier Replace Stage Curtains/Rigging	$ 55,000	$ 55,000	
O.	Fire – Firefighting Gear	$ 40,000		$ 40,000 / AMB
P.	Police – Cruiser	$ 80,527	$ 80,527	

, or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary:
A. *Funding for this project is being requested to allow for renovation/redesign work at the Flagg School building to make this location suitable for housing Southborough's Youth and Family Services department. Project elements would include the construction of numerous new walls throughout the floorplan, electrical, plumbing, and HVAC work, insulation upgrades, and the installation of new flooring.*
B. *This funding requests replacement of medical equipment used in both of the town ambulances. Equipment is used for the delivery of Advanced Life Support treatments and procedures including medication pumps, advanced airway devices, and other reusable medical equipment.*
C. *Funding is requested to purchase and upfit a command vehicle for the fire department. This funding includes vehicle purchase, emergency communications equipment, emergency lighting package, and incident command equipment.*

D. *This is a new Piece of equipment to assist Highway crew in better repairing localized roads.*
E. *This is a new Piece of equipment to assist Highway crew in better repairing localized roads.*
F. *This will replace the existing ~2001 tow behind aerator that is no longer adequate to do this work.*
G. *This replaces a broken tailgate spreader we have and will allow us to place loam or milling along the road shoulder as needed.*
H. *Funding a hook-lift Brine Tank spreader will allow the DPW to pretreat roads and highways before storm events which results in more efficient response to storm events.*
I. *This will allow the DPW to supplement funds from MassDOT and apply toward larger Road/sidewalk improvement projects.*
J. *A sinkhole in Central Street near Boston Road appeared in February of 2024. This project is to repair the sinkhole and buttress the retaining wall.*
K. *This is to aid the Town in complying with the NPDES MS4 Stormwater permit requirements.*
L. *These funds will support the ongoing floor replacement project at Mary E. Finn Elementary School. The requested funds will allow for the procurement and installation of approximately 1,800 square feet of flooring in two classrooms.*
M. *These funds will be used to upgrade technology infrastructure in five of the twenty classrooms at Woodward School.*
N. *These funds will be used to replace the aging stage curtain and enhance the safety of the rigging at Trottier Middle School.*
O. *This funding is to further the continued effort in replacing firefighting protective gear in line with national standards.*
P. *These funds will replace Cruiser 101, a 2018 Ford Explorer that has over 110,000 miles and is at its end of life.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 11: To see if the Town will vote to appropriate the sum of One Hundred Thousand Dollars ($100,000) from available funds, an amount of money to be expended under the direction of Southborough School Committee for Owner Project Management Services and Schematic Design Services for the P. Brent Trottier Middle School Roof Replacement Project at 49 Parkerville Road, Southborough, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town; or do or act anything in relation thereto.
Proposed by:: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *These funds will support the feasibility study and schematic design for the Trottier Middle School Roof Replacement Project under the Massachusetts School Building Authority (MSBA) Accelerated Repair Program.*
Motion made: That the Town of Southborough raise and appropriate the amount of one hundred thousand ($100,000) Dollars for the purpose of paying costs of Owner Project Management Services and Schematic Design Services for the P. Brent Trottier Middle School Roof Replacement Project at 49 Parkerville Road, Southborough, for Feasibility and Schematic Design services including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town of Southborough has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of Southborough K-8 School Committee. To meet this appropriation the Select Board, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town of Southborough acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town of Southborough incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town of

Southborough; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Southborough and the MSBA.
Motion passed.

ARTICLE 12: To see if the Town of Southborough will vote to appropriate from Free Cash the amount of Twenty-five Thousand ($25,000) Dollars for the purpose of performing the quadrennial review of the classification and salary structure of non-union positions in the Salary Administration Plan [Personnel Bylaw]; or do or act anything in relation thereto.
Proposed by: PERSONNEL BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *Section 16 e of the SAP calls for a quadrennial review of the Classification Schedule, Salary Schedules, and administration policies of the Salary Administration Plan; the previous study occurred in the Summer of 2022. This pay plan governs personnel not covered by a collective bargaining agreement or employment agreement with their appointing authority.*
Motion to move the article as printed in the Warrant failed.

ARTICLE 13: To see if the Town will vote to raise by borrowing the sum of $1,500,000 from the Massachusetts Water Resource Authority (MWRA), to pay the costs of replacing existing water infrastructure on Lynbrook Road, including the payment of all costs incidental and related thereto, and in connection therewith, to enter into a loan agreement and/or security agreement with the MWRA relative to such loan, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The Town is requesting a 0% interest loan to work on Water Main improvement needs identified within the Town. Projects including the Presidential Drive – Fisher Road Loop will connect two adjacent watermains which will result in water quality improvements. Additionally, replacing a critical water main between Main Street and Lynbrook Road will improve the water main network integrity. This work will include design, permitting and construction.*
Motion to move the article as printed in the Warrant passed by Moderator declared 2/3rd majority.

ARTICLE 14: To see if the Town will raise by borrowing the sum of $3,975,000, or any other amount, to pay costs of purchasing or funding the following capital items, including the payment of all costs incidental and related thereto:

A.	Willow St. Culverts & Sinkhole	$3,075,000.00
B.	John & Mitchell Sts - Sinkhole	$ 900,000.00

and to determine whether this amount shall be raised by borrowing or otherwise, or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary:
A. *This funding is the engineer's estimate to replace the failing Willow Street Culvert. The Road has been forced to close on two occasions due to excessive flooding, stranding businesses located in the area;*
B. *The Drainage system in John and Mitchell Street are Bituminous Coated Corrugated Metal Pipe (BCCMP) and sections have failed causing sinkholes in the road. This funding would replace the failed pipes and repave the roads.*
Motion to move the article as printed in the Warrant passed by Moderator declared 2/3rd majority.

ARTICLE 15: To see if the Town will vote to appropriate a sum of money to pay costs of acquiring all or a portion of the following equipment and to see if this appropriation shall be met by borrowing or otherwise, and/or authorize under General Laws Chapter 30B, Chapter 44, Section 21C, upon the recommendation of the Select Board, the following lease purchase financing agreements for the acquisition of all or a portion of the following equipment that may be acquired through the issuance of debt under G.L. c.44 or improvement of a capital asset the improvement of which may be financed by the issuance of debt under G.L. c.44, the term of such agreement not to exceed the useful life of the equipment or improvement as determined by the Select Board, and to authorize the Town Administrator to enter into such agreements on behalf of the Town, and to approve appropriation for the first year payments of the agreements as stated below in the column "First Year Amount":

	Equipment	Authorized Department	Source of Appropriation	First Year Amount
A.	Front-End Loader	Dept. of Public Works	FY26 Capital Budget - General Fund	$58,179
B.	Utility Dump Truck	Dept. of Public Works	FY26 Capital Budget - General Fund	$15,867

, or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This is a replacement of two existing pieces of DPW equipment that have reached the end of their useful life; a 2001 CAT 938G Loader, and a 2010 Utility Dump Truck.*
Motion to move the article as printed in the Warrant passed by Moderator declared 2/3rd majority.

ARTICLE 16: To see if the Town will vote to appropriate a sum of money for the payments under existing capital lease agreements as described below:

	Equipment	Authorized Department	Source of Appropriation	FY26 Amount
A.	1 - Horton Type Ambulance	Fire Department	FY26 Capital Budget - Ambulance Fund	$57,191
B.	1 - Swaploader Hook Lift Truck	Dept. of Public Works	FY26 Capital Budget - General Fund	$25,037
C.	1 - Pick Up Diesel F-350	Dept. of Public Works	FY26 Capital Budget - General Fund	$10,622
D.	1 - Fire Dept Chief Vehicle	Fire Department	FY26 Capital Budget - Ambulance Fund	$ 8,422
E.	Police Taser Program	Police Department	FY26 Capital Budget - General Fund	$19,455

, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The lease agreements for these vehicles were authorized by Town Meeting in 2021, and these are the fourth year of the lease payments. With the exception of the Fire Ambulance (5-year lease) and Police Taser (3-year lease), all of the leases are for 7 years.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 17: To see if the Town will vote to transfer from Free Cash the sum of $10,000 for the purpose of hiring consultants, engineers, water quality specialists, and/or environmental consultants by various Town departments, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article allows town departments, with the approval of the Select Board, to hire outside expertise when the need arises.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 18: To see if the Town will vote to transfer from Free Cash the sum of $10,000 for the purpose of paying the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article will provide funds to be used to pay the deductible for property damage which is not covered by insurance.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 19*:* To see if the Town will vote to transfer from free cash the sum of $33,500 for the purpose of paying to retirees the amount due for accrued vacation and sick time, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article will fund any vacation and sick pay due to employees upon their retirement.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 20: To see if the Town will vote to transfer $14,000 from overlay surplus account for the purpose of contracting professional appraisal services to conduct cyclical inspections of residential properties within the Town, or do or act anything in relation thereto.
Proposed by: BOARD OF ASSESSORS
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary*: The Department of Revenue's Bureau of Local Assessment requires that all local Board of Assessors conduct a cyclical re-inspection program to inspect all real estate within the community over a ten-year period. This article is intended to provide funding for the Board of Assessors to contract professional appraisal services to assist with 350 inspections and data collection necessary to complete this project.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 21: To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of $100,000 for the ongoing maintenance of capital equipment and systems associated with town buildings and facilities. The Town Facilities Manager shall recommend appropriate projects to the Town Administrator. The Town Administrator shall approve all expenditures under this article. The Town Facilities Manager shall report all funded

projects to the Capital Improvement and Planning Committee as requested, or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article will provide for the maintenance and repair of capital equipment and systems associated with the Town's buildings and facilities.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 22: To see if the Town will vote to raise and appropriate or transfer from available funds the sum of $25,000 for the ongoing maintenance of capital investments associated with outdoor recreational facilities. The Town's Director of Recreation shall recommend appropriate projects to the Recreation Commission. The Recreation Commission shall approve all expenditures under this article, or do or act anything in relation thereto.
Proposed by: SELECT BOARD/RECREATION COMMISSION
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary*: In the last several years, the Recreation Department has completed extensive capital improvements across the Town's outdoor facilities, including playgrounds, athletic fields, sport courts, and the Trottier track. Funding of this article will grant financial support for a proactive approach to facility maintenance to improve safety, reduce liability, and promote longevity of the Town's outdoor assets.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 23: To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44 § 53E ½ to authorize the following spending limits for existing revolving funds for Fiscal Year 2026, as follows:

1. Immunization/Emergency Dispensing Clinic; $25,000.
2. Inspectional Services; $140,000.
3. 9-11 Field Maintenance; $100,000.
4. Wetland Protection; $30,000.
5. Hazardous Materials; $75,000.
6. CPR Classes; $6,500.
7. Community Garden; $3,000.
8. Recreation Programs; $500,000.
9. Tobacco Control Program; $4,000.
10. Golf Course Maintenance; $75,000.

, or do or act anything in relation thereto.

Proposed by: BOARD OF HEALTH, SELECT BOARD, RECREATION COMMISSION, AND CONSERVATION COMMISSION
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This article approves the annual spending limits for revolving funds that are now authorized by Town by-law.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 24: To act on the recommendation of the Community Preservation Committee on the Fiscal Year 2026 Community Preservation Budget and to appropriate or reserve for later appropriation monies from Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of Community Preservation projects and all other necessary and proper expenses for the year, or take any other action relative thereto.

PROPOSED FISCAL YEAR 2026 COMMUNITY PRESERVATION BUDGET

Estimated Surcharge Receipts (Based on Town Treasurer's Projections) ……. $ 481,742
State Match (Projected FY2025 State Match) …….…….…… $ 73,362
Total Projected Revenue…….…… $ 555,104

THE COMMUNITY PRESERVATION COMMITTEE RECOMMENDS THAT THE FOLLOWING AMOUNTS BE APPROPRIATED OR RESERVED FROM FISCAL YEAR 2025 COMMUNITY PRESERVATION FUND REVENUES WITH EACH ITEM CONSIDERED A SEPARATE APPROPRIATION

Set Aside – Open Space
$55,510 to be set aside, held in the Community Preservation Open Space Reserve Account, and spent in FY2026 or later years for acquisition, creation, or preservation of open space, and for the rehabilitation and/or restoration of open space acquired under the Community Preservation Act.

Historic Preservation
No set aside required as funds spent in FY2026 on bonds for historic projects for the acquisition, preservation, rehabilitation, and restoration of historic resources exceed 10% of CPA revenues.

Set Aside – Community Housing
$55,510 to be set aside, held in the Community Preservation Housing Reserve Account, and spent in FY2026 or later years for the creation, preservation, and support of community housing, and for the rehabilitation and/or restoration of community housing acquired under the Community Preservation Act.

Set Aside – Administrative Costs
$27,755 to defray the administrative and operating expenses of the Community Preservation Committee in FY2026 for the Community Preservation Administration Account.

Set Aside – CPA Budgeted Reserve/Discretionary
$176,291 Reserved for FY26 Budgeted Reserve/Discretionary Account.

Annual Debt Service: $72,938 to be applied towards the bond for the perpetual Preservation Restriction on 84 Main Street also known as the Burnett House for the purpose of historic preservation as approved at ATM 2016.

Annual Debt Service: $59,000 to be applied towards the bond for the renovation and restoration of the historic Southborough Library building for the purpose of historic preservation as approved at ATM 2018.

Annual Debt Service: $108,100 to be applied towards the bond for the historic restoration of the Southborough Town House for the purpose of historic preservation as approved at ATM 2021.
FY25 Annual Debt Service: $23,500 from the CPA FY25 Budgeted Reserve Fund Balance to be applied towards the bond for the historic restoration of the Southborough Town House for the purpose of historic preservation as approved at ATM 2021.

Proposed by: COMMUNITY PRESERVATION COMMITTEE
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting
Summary: *The budget and set-asides are an annual requirement under the Community Preservation Act*.
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 25: To see if the Town will vote to accept the report of the Community Preservation Committee for the FY2025 State Match Adjustment and the FY2025 Surcharge Receipts Adjustment from the FY2025 CPA Fund Balance and act upon the recommendations of the Community Preservation Committee and to set aside for later expenditure, certain sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the General Laws, as follows:

Actual FY25 State Match Receipts…….	$ 78,002	
ATM2025 Projected FY25 State Match ……..	$ 64,905	
FY25 State Match Adjustment ……	$ 13,097	
Actual Billed FY25 Annual Surcharge ……	$459,594	
ATM Budgeted FY25 Estimated Annual Surcharge ……		$447,844
FY25 Estimated Surcharge Adjustment ……..	$ 11,750	
Total Adjustments		
FY25 State Match Adjustment …….	$ 13,097	
FY25 Estimated Surcharge Adjustment……	$ 11,750	
Total Adjustments ……		$ 24,847

Set Aside- Open Space
$2,484 to be set aside, held in the Community Preservation Open Space Reserve Account, and spent in FY2026 or later years for acquisition, creation, or preservation of open space, and for the rehabilitation and/or restoration of open space acquired under the Community Preservation Act.

Set Aside – Historic Preservation
$2,484 to be set aside, held in the Community Preservation Historic Reserve Account, and spent in FY2026 or later years for the acquisition, preservation, rehabilitation, and restoration of historic resources.

Set Aside – Community Housing
$2,484 to be set aside, held in the Community Preservation Housing Reserve Account, and spent in FY2026 or later years for the creation, preservation, and support of community housing, and for the rehabilitation and/or restoration of community housing acquired under the Community Preservation Act.

Set Aside Administrative Costs
$1,242 to be set aside, held in the Community Preservation Fund to defray the administrative and operating expenses of the Community Preservation Committee in FY2025 in the FY2025 Community Preservation Administration Account.

$16,153 Reserved for FY25 Community Preservation Budgeted Reserve/Discretionary

Proposed by: COMMUNITY PRESERVATION COMMITTEE
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting
Summary: *This article is to accept FY25 adjustments and required set-asides for the adjustments.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 26: To see if the Town will vote to appropriate one hundred and twenty-one thousand dollars ($121,000.00) from the FY25 CPA Fund Balance for the Town Common Railing and Fence Post Restoration Project, for historic purposes as requested by Southborough Select Board. This consists of $110,000 in project costs and an additional $11,000 in contingency funding. Contingency funds only available after approval of the CPC for unexpected costs unforeseen at the time of application. The purpose of this project is to restore and/or rehabilitate the historic iron railing and granite fence posts along the Town Common to a safe and attractive condition. The railing and fence posts are currently in a state of disrepair that is unsafe and unattractive.

This funding is contingent upon project completion by June 30, 2028, or funds to be returned to the Southborough Community Preservation Fund Balance as directed by the Southborough CPC, unless the CPC grants an extension for good cause shown.

Project to be completed in conformance with details as presented to the members of the CPC and to be documented in the final revised application.

Said funds to be expended under the direction of the Community Preservation Committee and the Town Treasurer; or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting
Summary: *Under the direction of the Director of the Southborough Department of Public Works, said funds will be used for the historic restoration of the railing and fence posts surrounding the Town Common. Without restoration, the railings will become further rusted and detached from the fence creating a greater safety hazard.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 27: To see if the Town will vote to appropriate five hundred, thirty-two thousand and fourteen dollars ($532,014) from the FY25 CPA Fund Community Housing Reserves for the purpose of Community Housing to the Southborough Community Housing Trust Fund to be expended by The Affordable Housing Trust (TRUST) in compliance with the Community Preservation Act as outlined below.

The TRUST shall abide by the obligations and conditions listed in this article and as presented to the Community Preservation Committee (COMMITTEE) in their final revised application.

THE WORK. The Work consists of the projects, as described in the Application along with any other projects that may be authorized under M.G.L. c.44, §55C and the following additional conditions:

a) Notwithstanding the TRUST's bylaws, all funds expended pursuant to this Grant Agreement shall be limited to the allowable spending purposes as defined under M.G.L c.44B and M.G.L. c.44, §55C. Additionally the TRUST agrees that while there are 16 powers granted to it by State Law and the Town bylaw, the TRUST has proposed and shall limit the WORK to the following 7 areas within their power for this Project, except as may be otherwise authorized by the COMMITTEE.
   - Acquiring land for the construction of permanently affordable housing.
   - Acquiring existing homes for conversion to permanently affordable housing
   - Working with third party developers to build permanently affordable housing
   - Working with third party developers to renovate existing homes as permitted by law.
   - Working with third parties to qualify individuals and families for occupation of permanently affordable housing.
   - Working with third parties to support qualified individuals and families for rental assistance or home buying (e.g. down payment, closing costs, other costs) assistance.
   - Disposing of properties under the TRUST's care in furtherance of the above goals.

b) Every six months until the Completion Date, the TRUST shall provide the COMMITTEE with a written update on the progress toward completion of the Work. A final report, including digital photo documentation of the project where appropriate, is due within 30 days of the Completion Date.

c) Consistent with the provisions of M.G.L. c.44B §5(b)(2), under no circumstances shall the Funds be used to rehabilitate existing community housing units, unless such units have been acquired with CPA funds.

d) Consistent with the provisions of M.G.L. c.44B §5(b)(2), when creating community housing the TRUST shall, wherever possible, reuse existing buildings or construct new buildings on previously developed sites.

e) Consistent with the provisions of M.G.L. c.44B §6, the Funds shall not replace existing TOWN operating funds nor reimburse the TOWN for services provided to the TRUST.

f) If the Funds are the sole funding source for the acquisition of real property, the property shall only be used for Community housing as defined in M.G.L. c.44B §2. In all other cases, the Funds may be used to cover a share of the project expenses proportionate to the part of the project that will qualify as Community housing as defined in M.G.L. c.44B §2. The TRUST shall track the cost of the allowable scope through a reasonable means of cost estimating and only use the Funds for the allowable portion of the project cost.

CONTACT. The TRUST shall identify in writing a contact person responsible for the administration of the Project to be a liaison to the COMMITTEE

RESTRICTION. With respect to any real property purchased using the Funds or housing created or preserved using the Funds, the TRUST shall execute or obtain a perpetual affordable housing restriction meeting the statutory requirements of M.G.L. c.184 and M.G.L. c.44B, §12 and running to the benefit of the TOWN. The deed restrictions executed for each unit of housing created or preserved pursuant to this grant must be approved and accepted by the TOWN will have a perpetual deed restriction attached to ensure affordability. To meet the requirements of CPA, the restriction must be approved and signed by the state's Executive Office of Housing and Livable Communities. The TRUST shall provide a draft copy of the restriction with the COMMITTEE for review and a copy of the executed restriction shall be filed with the Committee.

SALE OF ANY PROPERTY FUNDED BY CPA MONIES. Within 60 days of the sale of any property funded by CPA monies, the proceeds obtained by the TRUST from the sale of any real estate interest acquired with monies from the Community Preservation Fund must be credited to the CPA Fund Community Housing Reserves in accordance with M.G.L. 44B §7(iv) and described in the Property Tax Bureau Informational Guideline Release (IGR) No. IGR 19-14 Section 8. Community Preservation Property, E. Disposition.

RECORD KEEPING. The TRUST shall keep such records with respect to the utilization of the Funds as are kept in the normal course of business and such additional records as may be required by the TOWN. Should the TRUST have multiple funding sources, the TRUST shall track specific expenditures of the Funds separate from other funding sources. The TOWN shall have full and free access to such records and may examine and copy such records. The TRUST further agrees to meet with the COMMITTEE or its designee(s), upon reasonable request, to discuss expenditures of the Project Funds.

REPORTING. The TRUST shall supply the COMMITTEE with annual reports of all CPA funds spent. The COMMITTEE needs to be able to maintain proper records of all appropriations to the TRUST and the expenditures of the TRUST. ; or do or act anything in relation thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting
Summary: *The Southborough CPA Funds transferred to the Trust in this article will allow the Town to act quickly and creatively in meeting the Town's affordable housing needs. Each of the obligations in this ARTICLE was discussed and agreed upon by the TRUST and the COMMITTEE during the project application process and prior to the COMMITTEE's vote to recommend the project to Town Meeting.*
Motion to pass the article as printed in the Warrant passed.

Note that Article 29 was discussed ahead of Article 28.

ARTICLE 28: To see if the Town will vote to amend its zoning bylaws with respect to Accessory Dwelling Units, as follows:

Delete the definition of Accessory Apartment under §174.2 and replace it with the following:

ACCESSORY DWELLING UNITS. An Accessory Dwelling Unit ("ADU") is an attached or detached Dwelling Unit that is accessory to a principal single-family Dwelling Unit. An ADU shall maintain a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; Accessory Dwelling Units may not be located in a Mobile Home.

Delete §§ 174-8.4 D. (1), 174-8.6 C. (2), 174-8.12 D. (1), 174-9 B and 174-13.8 B.(1)(a) and renumber the remaining sections accordingly

Add §174-8.2 A. (11)
Accessory Dwelling units 900 square feet or less and otherwise defined in accordance with G.L. c. 40A, §1A

Add §§174-8.4 C. (13), 174-8.12 C. (10) Accessory Dwelling units greater than 900 square feet

Amend §§174-8.2 B. (1), 174-8.5 C. (2), 174-8.7 C. (2), 174-8.8 B. (1) to read:
Accessory Dwelling units greater than 900 square feet

§174-13.8 B. (1) to read:
Residential buildings, including single family houses:

Add a new section 174-13.9 as follows:

Accessory Dwelling Units by Right.

A. Purpose and Intent. It is the purpose of this Section to provide opportunities to create and diverse housing opportunities by allowing Accessory Dwelling Units (ADUs) as a matter of right in accordance with G.L. c. 40A, §3.

B. Use Schedule.

1. ADUs are allowed as a matter of right in the RA, RB, BV, BH, ID, SP, and Downtown Zoning Districts, subject to the requirements of this Section. ADUs are prohibited in all other districts.
2. Only one ADU is allowed as a matter of right on any property.
3. ADUs may not be used as Short-Term Rentals, as such term is defined in G.L. c. 64G, §1 or otherwise rented for a period shorter than thirty-one (31) days.
4. The ADU and primary dwelling unit must be owned by the same entity.
5. All ADUs shall be required to comply with any health and building codes.

C. Dimensional Requirements.

1. An ADU may be no larger in gross floor area than one half of the gross floor area of the principal Dwelling Unit on the property or 900 square feet, whichever is less.
2. ADUs shall comply with any and all frontage, setback, height, lot width and lot coverage requirements, as may be applicable to single family homes in the subject district, as set forth in the Dimensional Requirements of this Zoning Bylaw.
3. Conversions of existing nonconforming non-residential accessory structures to ADUs are permitted and the above described dimensional requirements shall not apply to such conversions, provided that any expansion of any such non-conforming structure shall require a Special Permit under §174-19.A of this Bylaw, provided further that the ADU use may not be considered in any Special Permit proceeding. The space converted to an ADU shall not exceed the square footage requirements of §C.1 of this ADU Bylaw.

D. Parking.

1. There shall be no parking requirement for an ADU located within one half mile of a transit Station as such term is defined by the Executive Office of Housing and Livable Communities.
2. For all other properties, at least one (1) off-street parking space must be provided for all ADUs.

3. The construction of a new garage to serve an ADU shall require a Special Permit from the Board of Appeals.

E. Abbreviated Site Plan Approval**.** All ADUs are required to obtain Site Plan Approval from the Planning Board pursuant to the procedures in §174-10 of this Zoning Bylaw, provided that the Site Plan Review criteria shall be limited to the following:

1. The ADU should minimize tree, vegetation and soil removal and grade changes.
2. Architectural style should be generally compatible with the existing principal dwelling on the subject property.
3. The ADU shall be serviced with adequate water supply and sewer or septic service.
4. The Plan shall demonstrate adequate parking, as required hereunder and shall maximize convenience and safety for vehicular and pedestrian movement within the property and in relation to adjacent ways.

The Planning Board may request reasonable plan modifications of the Site Plan for an ADU and may impose reasonable conditions that are not inconsistent with this bylaw or the provisions of G.L. c. 40A, §3.

F. Relationship to non-conformities**.** If an ADU is proposed for a pre-existing, non-conforming single-family primary residence, the requirements of §§174-19(B) and 174-19(C) of this Zoning Bylaw shall apply provided that no special permit may consider the ADU use or impose conditions on such use.

; or do or act anything in relation thereto.

Proposed by: PLANNING BOARD
Select Board Recommendation: Not Support
Advisory Committee Recommendation: At Town Meeting
Summary: *This article proposes to allow Accessory Dwelling Units (ADU) by right referred to as "by-right ADUs" for a single ADU that is no larger than 900 square feet in gross floor area or one half of the gross floor area of the principal Dwelling Unit on the property, whichever is less, to be built in zoning districts that allow for single-family residential use. This was approved by the legislature in Section 8 of Chapter 150 of the Acts of 2024, which amends M.G.L. c. 40A, § 3. The purpose of which is to encourage the production of accessory dwelling units throughout the Commonwealth with the goal of increasing the production of housing to address statewide, local, and individual housing needs for households of all income levels and at all stages of life. This new law took effect on February 2, 2025. Southborough Planning Board seeks to comply with the legislation.*
Motion to indefinitely postpone the article passed.

ARTICLE 29: To see if the Town will vote to amend its zoning bylaws with respect by: (1) deleting §174-9 (B) in its entirety, and renumbering the remaining section accordingly; and adding a section §174-13.9 (G) to the bylaw approved under the preceding Article, as follows:

G. <u>ADU units by Special Permit</u>. Accessory Dwelling Units that do not meet the requirements of the foregoing provisions may permitted upon an application for a special permit to the Planning Board, subject to the following procedures and requirements:

1. No special permit for an ADU be issued prior to referral of the application and receipt and consideration of a report, or after 35 days elapse without such report, from the Board of Health, certifying that adequate provisions have been made in accordance with the requirements of the Board of Health for drainage and for the disposal of sewage and waste generated by the occupancy of the apartment.

2. The Planning Board, shall consider the lot on which the dwelling is located, the neighborhood where it is located and the effect of the proposed accessory unit thereon, the adequacy of ingress and egress provisions, and the provisions for off-street parking in a manner consistent with the character of the premises.
3. The habitable floor area of the ADU units by Special Permit shall not exceed 25% of the habitable floor area of the entire dwelling
4. There shall be no other accessory dwelling unit on the lot on which the ADU is proposed.
5. The design of the ADU shall be compatible with primary dwelling on the lot.
6. ADUs may not be used as Short-Term Rentals, as such term is defined in G.L. c. 64G, §1 or otherwise rented for a period shorter than thirty-one (31) days.

; or do or act anything in relation thereto.

Proposed by: PLANNING BOARD
Select Board Recommendation: Not Support
Advisory Committee Recommendation: At Town Meeting
Summary: *This article proposes to make the Planning Board the Special Permit Granting Authority for "ADU by special permit" Accessory Dwelling Units (ADUs). This article will place both ADU bylaws ("by-right ADU" and "ADU by special permit") together in the same section of the Town Code, Chapter 174 Zoning.*
Motion made: To move the article as printed in the Warrant.
Amendment made: To delete Article 29, paragraph G: 6. ADUs may not be used as Short-Term Rentals, as such term is defined in G.L. c. 64G, §1 or otherwise rented for a period shorter than thirty-one (31) days.
Amendment failed.
Motion failed.

At 11:04 p.m., the hall voted to remain in session.

ARTICLE 30: To see if the Town will vote to amend its zoning bylaw §174-12. Parking and loading regulations by inserting Section G. Shared Parking as follows, and renumbering the remaining section accordingly:

A. Shared Parking. The Planning Board, through site plan review under the provisions of § 174-10, may approve shared parking facilities, i.e., off-street parking serving more than one use or more than one property in a non-residential or mixed used development, subject to the requirements herein. Site Plan application requirements may be waived at the discretion of the Planning Board so as to reflect the limited purposes of this Shared Parking Bylaw.

(1) Any approval shall be contingent upon execution of any necessary contracts (easements, licenses, leases) by all parties in order to ensure the long-term joint use of shared parking. A draft contract shall be provided as part of the application materials and is subject to the review and approval by the Planning Board and Town Counsel.

(2) Uses sharing the parking facility shall be located not more than 500 feet from the closest parking space. Lots for shared parking need not be contiguous and need not be in common ownership; and said lots may span different zoning districts. However, a permit hereunder shall not be permitted in Conservation, Residence A and Residence B districts.

(3) The Planning Board shall base its site plan review, and may impose conditions, based upon the following criteria:

(a) The hours of operation of the uses involved;

(b) The number of spaces required for each individual use under this section;

(c) The degree to which vehicles occupying a particular number of spaces are unlikely to require the use of those spaces at the same time of day or same day of the week; and

(d) The degree to which the proponent's proposal promotes and accommodates other means of transportation to access the site, such as pedestrian or bicycle facilities.

(4) In the event that any shared parking arrangement approved hereunder is discontinued or any associated conditions change, such as, but not limited to, any change in the use of such property(ies) to a greater category of parking demand, the proponent(s) shall notify the Planning Board within 15 days. It shall be the responsibility of the proponent(s) to comply with all applicable provisions of this section within 60 days of the date of notification to the Planning Board or the date on which such notification should have occurred, or to request an amendment to the site plan in order to provide for an alternative shared parking arrangement.

(5) The Planning Board may require the proponent to provide a parking study with all information deemed necessary to render a decision, with such study being subject to peer review at the discretion of the Planning Board.

; or do or act anything in relation thereto.

Proposed by: PLANNING BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary*: This article proposes to expand the ability for shared parking through Site Plan Review by the Planning Board for projects with off-street parking serving more than one use or more than one property in a non-residential or mixed-use development. The outcome expected is to have parking requirements eased where the Planning Board feels it would benefit the Town with less impervious surfaces.*
Motion to move the article as printed in the Warrant passed by Moderator declared 2/3rd majority.
Approved by the Attorney General on August 18, 2025.

ARTICLE 31: To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B Section 12(b) to authorize the Board of Assessors to solicit and award a personal property inspection and valuation services contract for term exceeding three years but not to exceed five years including any renewal, extension or option, provided in the instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Assessors as appropriate, or do or act anything in relation thereto.

Proposed by: BOARD OF ASSESSORS
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary*: This article will allow the Board of Assessors to enter a five -year contract for personal property inspection and valuation services which will match the Department of Revenue's Bureau of Local Assessment requirement to inspect all personal property accounts within a five-year cycle.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 32: To see if the Town will vote to accept MGL Ch 59 §21A which states as follows:
"Section 21A. In any city or town which accepts this section, an assessor or assistant assessor who has completed the necessary courses of study and training and has been awarded a certificate by the International Association of Assessing Officers as a certified assessment evaluator or who has been awarded a certificate by the Association of Massachusetts Assessors as a certified Massachusetts assessor shall receive as compensation from such city or town, in addition to the regular compensation paid by such city or town for services in such office, an amount equal to ten per cent of such regular compensation; provided, however, that in no event shall such additional compensation exceed one thousand dollars annually, if such assessor or assistant assessor is employed on a full-time basis, or five hundred dollars, if such assessor or assistant assessor is employed on a part-time basis. An assessor who has been awarded both certificates referred to above shall receive such additional compensation for only one of such certificates. In order to qualify for such additional compensation, an assessor or assistant assessor shall submit proof that he has been awarded either or both of the aforesaid certificates to the mayor or the board

of selectmen of such city or town. The additional compensation herein provided shall be prorated for any twelve-month period in which an eligible person does not hold the office of assessor or assistant assessor for twelve consecutive months."
; or do or act anything in relation thereto.
Proposed by: BOARD OF ASSESSORS
Select Board Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This Article accepts the Massachusetts General Law that provides an annual $1,000 stipend to an assessor who obtains certification as a Massachusetts assessor. The certification requirements consist of over 200 hours of defined courses with a passing test score for each course, and at least two years of actual experience as an assessor or equivalent duties.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 33: To see if the Town will vote to amend its acceptance of G.L. c. 59, s. 5K (the senior tax work-off program) by authorizing the Select Board to establish a process for allowing an approved representative, for persons physically unable, to provide such services to the Town***,*** or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Board of Selectmen Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *As allowed by Massachusetts General Law, the applicant for the annual Senior Tax Work Off program administered by the Council on Aging can request a voluntary proxy to complete the hours necessary to qualify for the tax credit. The tax credit is applied to the applicant's real estate tax account. Town Meeting is required to authorize the use of a volunteer proxy.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 34: To see if the Town will vote to accept the provisions of G.L. c.32B, §20. as amended, to create an Other Post Employment Benefits Fund for the current and future liabilities of the Town for group health insurance benefits for retirees and their dependents, which fund may be expended by a 2/3 vote of Town Meeting and designate a trustee or trustees, and further, to direct that such trustee or trustees adopt and file a declaration of trust and take all other actions as required by said section, or do or act anything in relation thereto.
; or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Board of Selectmen Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *The Town accepted this General Law in 2013. Due to the Municipal Modernization Act of 2016, the statute has been updated, and cities and towns that have adopted it prior to 2016 are recommended to reauthorize their acceptance.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 35: To see if the Town will vote to accept MGL Ch 41 § 108P which states as follows:
" In any city, town or district that accepts this section, a collector or a treasurer who has completed the necessary courses of study and training and has been awarded a certificate by the Massachusetts Collectors and Treasurers Association as a certified Massachusetts municipal collector or a certified Massachusetts municipal treasurer or a certified Massachusetts district treasurer, shall receive as compensation from such city, town or district, in addition to the regular annual compensation paid by such city, town or district for services in such office, an amount equal to 10 percent of such regular annual compensation, but not more than $1,000 per year. A collector or treasurer who has been awarded both certificates referred to above shall receive such additional compensation for only one such certificate. In order to qualify for such additional compensation, a collector or treasurer shall submit to the mayor or the board of selectmen of such city or town, or the governing board of a district proof of the award of either or both such certificates. The additional compensation provided in this section shall be prorated for any 12-month period in which an eligible person does not hold the office of collector or treasurer for 12 consecutive months. Such additional compensation shall be discontinued when certification is discontinued or withdrawn.

; or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Board of Selectmen Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *This Article accepts the Massachusetts General Law that provides an annual $1,000 stipend to a collector or treasurer who through the Massachusetts Treasurer's and Collector's Association earns their official "certified" Treasurer and "certified" Collector. The awarding of these designations is earned through attending 3-4 years of classes with a final comprehensive exam for each designation.*
Motion to move the article as printed in the Warrant passed as part of the moderator's consent list.

ARTICLE 36: To see if the Town will vote to accept the provisions of G.L. c.44, §54(b) to allow Town trust funds to be invested in accordance with G.L. c.203C, the so-called "Prudent Investment Rule", or do or act anything in relation thereto.
Proposed by: SELECT BOARD
Board of Selectmen Recommendation: Support
Advisory Committee Recommendation: Support
Summary: *Voting yes for this article will allow Southborough to invest trust funds, including cemetery perpetual care funds, CPA and Scholarship funds unless otherwise provided or directed by the donor of the funds under the Prudent Investment Rule. Prudent investing allows for much greater investment diversification opportunities than what is currently allowed under the MA Legal List of Investments. Previously, these municipal funds had to adhere to a very short and restrictive list of stock and bond investments by law. Prudent investing does not inherently mean more risk in the investment portfolio, it simply means that there are greater investment options, which allows for reduced concentration risk and an overall more balanced portfolio allocation. Stabilization and general fund monies are NOT affected by this adoption.*
Motion to pass the article as printed in the Warrant passed.

ARTICLE 37: To see if the Town of Southborough will vote to appropriate $165,000, or any other amount, to be expended with the approval of the Select Board, to pay for employment of independent counsel for the purpose of discovering the existence of any criminal, civil or unethical activity responsible for creation, purchase, delay or denial of the illegal dump on the Town of Southborough's Breakneck Hill Conservation property. Said hired counsel will publish a report by Jan 1, 2026 with the findings of their investigation with recommendations for prosecution of criminal activity, potential recovery of the all or part of $4,400,000 remediation cost paid for by the tax payers of Southborough and/or dismissal of individuals failing to uphold the oath of office, or do or act anything in relation thereto.
Proposed by: CARL GUYER, et al.
Board of Selectmen Recommendation: Not Support
Advisory Committee Recommendation: Not Support
Summary: *This is a citizen petition.*
Motion to pass the article as printed in the Warrant failed.

Motion to dissolve the 2025 Annual Town Meeting passed at 11:21 p.m.

True Copy
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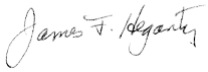

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James F. Hegarty
Southborough Town Clerk

Report of the Southborough Town Clerk
Minutes of the Special Town Meeting
May 10, 2025

The Special Town Meeting was duly called on Saturday May 10, 2025, at 9:00 a.m. and held at the Algonquin Regional High School, 79 Bartlett Street, Northborough, MA. Town Moderator Paul M. Cimino called the meeting to order at 9:11 a.m. and announced that a quorum of more than 100 voters was present; 1,171 voters attended the meeting. The meeting was held in the auditorium and the gymnasium with audio/video coverage between both rooms.

Motion to dispense with the reading of the Warrant, the officer's return of service passed.

The following Article was voted on in a legal manner.

ARTICLE 1: To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Neary School Building Committee to pay costs of designing, constructing, reconstructing and equipping the Margaret A. Neary School, located at 53 Parkerville Road, Southborough, Massachusetts, to be used as a new four grade school, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-six and seventy-six hundredths percent (46.76%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or to take any other action relative thereto.
Proposed by: SELECT BOARD
Select Board Recommendation: Support

Motion made: That the Town of Southborough appropriates the amount of one hundred eight million five hundred seventeen thousand two hundred five dollars ($108,517,205) to pay costs of designing, constructing, reconstructing and equipping the Margaret A. Neary School, located at 53 Parkerville Road Southborough, Massachusetts to be used as a new four grade school, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of *the Southborough School Building Committee*. To meet this appropriation the Town Treasurer, with the approval of the Select Board, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The *Town* acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the *Town* incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the *Town*; provided further that any grant that the *Town* may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-six and seventy-six hundredths percent (46.76%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Southborough and the MSBA.

Motion to move the question passed by Moderator declared 2/3 majority.

Motion to vote via secret ballot failed.

Main motion failed.

Motion to dissolve the 2025 Annual Town Meeting passed at 12:13 p.m.

True Copy
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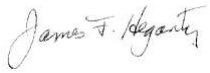

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James F. Hegarty
Southborough Town Clerk

Report of the Southborough Town Clerk
Minutes of the Special Town Meeting
October 27, 2025

The Special Town Meeting was duly called on Monday October 27, 2025, at 6:30 p.m. and held at the Trottier Middle School, 49 Parkerville Road, Southborough, MA. Town Moderator Paul M. Cimino called the meeting to order at 7:08 p.m. and announced that a quorum of more than 100 voters was present; 801 voters attended the meeting. The meeting was held in the auditorium, cafeteria and the gymnasium with audio/video coverage between all rooms.

Motion made: To dispense with the reading of the Warrant for the meeting, the officer's return of service, and to waive the reading of the separate articles of the Warrant.
Motion passed.
ARTICLE 1: **:** To see if the Town will vote to amend the following sections of the Zoning Code of the Town of Southborough: (i) § 174-2.B titled: "Definitions" by adding "Highway Major Retail" as a new definition, as defined below, and (ii) § 174-8.6.C titled: "IP Industrial Park District", to include Highway Major Retail as a use allowed by special permit in the IP Industrial Park District:

§ 174-2.B. Definitions:

HIGHWAY MAJOR RETAIL – A large format, single tenant (including affiliates of the principal tenant) retail sales and services facility satisfying the development criteria in subsection (a) – (g) below, containing no less than 50,000 gross square feet devoted to the retail sale to an end user of goods and services, including, but not limited to: traditional grocery store items (which may or may not be sold under its own brand) that contain a range of food products that are fresh, packaged or prepared (excluding storage), household goods, optical goods and services, pharmacy goods and services, liquor, automotive parts and repair, food service (such as fast food, counter service or kiosks) and automotive fueling stations. The Planning Board shall be the special permit granting authority subject to the procedural requirements and decision criteria of §174-9, Special permit requirements, and § 174-10, Site plan approval, of the Zoning Bylaw.

Highway Major Retail use shall be confined to Parcel ID: 25-0000-004-A on the Town's Assessor's Map as of October 27, 2025 and subject to the following development criteria:

a) The Highway Major Retail use is located on a single Lot (which may be partially located in another jurisdiction) having a minimum Lot area of 20 acres; and

b) The Lot has frontage on an existing public or private way which public or private way connects directly to the eastbound travel lanes of Route 9 – Turnpike Road; and

c) The Lot does not abut any residential zoning district nor is it located within 500 feet of a residential district boundary as of October 27, 2025; and

d) The Lot does not have ingress and egress on a scenic road designated by the Town as of October 27, 2025; and

e) The principal structure devoted to Highway Major Retail use shall be set back a minimum of 500 feet from Route 9 – Turnpike Road; and

f) The principal structure devoted to Highway Major Retail use shall contain a minimum of 125,000 gross square feet of floor area; and

g) The Highway Major Retail use is part of, or adjacent to, an industrial/office park environment.

On a Lot or Lots directly abutting the above referenced Lot containing a Highway Major Retail use, a special permit from the special permit granting authority (which for Highway Major Retail use shall be the Planning Board), may be granted for, supporting and/or complementary retail uses such as food service, general retail and general and/or personal services provided that the said uses on all directly abutting Lots to the Lot containing the Highway Major Retail Use shall not exceed 50,000 gross square feet in the aggregate (or greater if allowed pursuant to §

174-8.6, IP Industrial Park District, of the Zoning Bylaw). For purposes of this definition, a Lot directly abutting a Highway Major Retail use shall be deemed to include a Lot or Lots that may be separated from the Lot containing the Highway Major Retail use by a public or private way. On such qualifying Lots, supporting and/or complementary uses may be in one or more structures.

§ 174-8.6.C. Uses requiring a special permit are as follows:

(16) Highway Major Retail (Note: Special permit from the Planning Board.)

; or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This article proposes to amend the Town Code §174-2.B Definitions, with a new use defined as Highway Major Retail, and to consider amending §174-8.6 Industrial Park District to allow the use by special permit.*

Motion to move the question passed by Moderator declared 2/3 majority.

Motion to move the article as printed in the warrant passed by clicker vote: 771 yes, 12 no.

ARTICLE APPROVED BY THE ATTORNEY GENERAL ON FEBRUARY 13, 20266

ARTICLE 2: To see if the Town will vote to amend Article IV Department Revolving Funds, Section 16-9 Authorized revolving funds. as follows [proposed changes in italics]:

A	B	C	D	E	F	G
Revolving Fund	**Department, Board, Committee, Agency, or Officer Authorized to Spend from Fund**	**Fees, Charges or Other Receipts Credited to Fund**	**Program or Activity Expenses Payable from Fund**	**Restrictions or Conditions on Expenses Payable from Fund**	**Other Requirements/Reports**	**Fiscal Years**
Golf course	Select Board	Golf course user Fees	Expenses for repairs and maintenance to golf course; management contract for golf	Salaries and wages of full-time, part-time employees shall be paid by the management	***Any unencumbered balance of golf course user fees over $75,000 as of December 31st annually shall be deposited in the General Fund.***	Fiscal year 2020 and subsequent years

			course	company per the contract with the Select Board		

; or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This will allow unencumbered funds from the revolving fund in excess of $75,000 annually to be used for miscellaneous General Fund operational expenses. For calendar year 2024, the fund accumulated $112,400 from revenue generated by the Southborough Golf Club operations. Currently, the fund is limited to be used for operations and improvements to the Golf Club.*

MOTION TO INDEFINITELY POSTPONE THE ARTICLE PASSED.

ARTICLE 3: To see if the Town will vote to appropriate from Free Cash the sum of $100,000 for the engineering, design and bidding of the remediation work for the contamination at the former Atwood water tank site; or do or act anything in relation thereto.

Motion made: That the Town vote to appropriate from Free Cash the sum of $100,000 for site work, engineering, design, bidding and related work associated with the remediation of the former Atwood water tank site; or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This article will allow the Town to begin to address the remediation efforts as recommended by Pare Engineering as a result of contamination from operations of the old Town water tank on the property. The funds will be used for securing the affected area, engineering and design, and procurement for the actual remediation. Funds for the remediation will be sought at the 2026 Annual Town Meeting.*

Motion to move the article as printed in the warrant passed.

ARTICLE 4: To see if the Town will vote to amend Section 19, Schedule A: Classification Schedule of the Salary and Pay Classification Bylaw to consolidate classifications for "Business Administrator I" and "Business Administrator II" into one "Business Administrator" classification under Grade 5, and to appropriate from Free Cash the sum of $7,412 to fund said classification consolidation;

SECTION 19: CLASSIFICATION SCHEDULE

SCHEDULE A: GRADED POSITIONS

Title	Grade
DPW Laborer	1
Library Page	1

Library Technician	1
Administrative Assistant	2
Library Assistant	2
Administrative Assistant	3
Assistant Town Clerk	3
Library Associate	3
Business Administrator I	4
Library Supervisor	4
Maintenance Technician	4
Police Dispatcher	4
Assistant Town Accountant	5
Business Administrator I	5
Clinician	5
EDC Coordinator	5
Executive Assistant to Select Board	5
Health Agent*	5
Program Coordinator	5
Youth Services Librarian	5
Assistant Library Director	6
Assistant Director, Youth & Family Services	6
Civil Engineer	6
Deputy Assessor	6
Deputy Town Clerk	6
Deputy Treasurer/Collector	6
Electrician	6

Local Inspector	6
Nurse	6
Outreach Coordinator	6
Police Business Administrator	6
Program Manager	6
Assistant Director/Nurse/Outreach	7
Conservation Agent	7
Recreation Director	7
Senior IT Specialist	7
Town Planner	7
Youth & Family Services Director	7
Assistant Town Administrator	8
Building Commissioner	8
Council on Aging Director	8
Director of Facilities	8
Health Director*	8
Director of Information Technology	8
Library Director*	8
Police Lieutenant	8
Principal Assessor*	8
Town Accountant*	8
Finance Director/Treasurer-Collector*	9
Superintendent of Public Works*	9

; or do or act anything in relation thereto.

Proposed by: PERSONNEL BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This article would delete a redundancy from the non-union personnel pay plan and combine into one position classification the functions of Business Administrator's in many of our town departments. Aligning these business titles within the pay plan would simplify the compensation structure, align similar roles across departments*

and ensure pay equity in the organization. It would require a slight salary adjustment which would be effective July 1, 2025.

Motion to move the article as printed in the warrant passed.

ARTICLE 5: To see if the Town will vote to amend Section 11(b) of the Salary and Pay Classification Bylaw to amend the vacation accrual schedule for employees with 0-2 years of employment with the Town to three (3) weeks, or do or act anything in relation thereto.

SECTION 11. EMPLOYEE BENEFITS

a. Vacations with Pay

(1) Full-Time employees who have been in the continuous employ of the Town shall earn paid vacation in accordance with the following schedule:

Years of Employment	Hours Earned Per Month	Vacation Earned Per Year (Pro-rata)
0 - 2	6.666	Two weeks
2+0 - 7	10.0	Three weeks
7+ - 15	13.333	Four weeks
15+ - or more	16.666	Five weeks

Proposed by: PERSONNEL BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This adjustment to the Salary Administration Plan would re-set the monthly vacation accrual schedule for non-union employees. It has been apparent that current recruiting methods require offering three weeks annually to stay competitive, which is a pivotal component in attracting and retaining top talent and modernizes the Town's benefit package.*

Motion to move the article as printed in the warrant passed.

ARTICLE 6: To see if the Town will vote to appropriate from Free Cash the sum of $78,783 to fund a market adjustment for non-union, Schedule A, employees who have seven or more years of service with the Town in their current positions to place them at the midpoint [Step 8 of Schedule A] of their respective salary scales, effective July 1, 2025, or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *The Personnel Board and the Select Board unanimously approve of moving tenured employees under the Salary & Administration Plan of seven or more years employment to the midpoint if they are below step 8 in the FY26 pay grid. This adjustment would better manage retention of valued employees who may have fallen below the market rate for their job title in our comparable region and would additionally incentivize tenure and career advancement as well as development.*

Motion to move the article as printed in the warrant passed.

ARTICLE 7: To see if the Town will vote to appropriate from Cable Funds a sum of money to update the audiovisual equipment in the McAuliffe Hearing Room necessary for producing and recording in-person and hybrid public meetings; or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: Support

Summary: *This article will allow cable funds, which are received through the agreements that the Town has with Verizon, Comcast and Charter, to be used for the procurement and installation of a new hybrid audio/visual meeting system to be installed in the McAuliffe Hearing Room.*

Motion made: That the Town appropriate from Cable Funds the sum of $120,000 to update the audiovisual equipment in the McAuliffe Hearing Room necessary for producing and recording in-person and hybrid public meetings.

Motion passed.

ARTICLE 8: To see if the Town will vote to appropriate from Cable Funds a sum of money to fund the Southborough Access Media (SAM) operating budget; or do or act anything in relation thereto.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting

Summary: *This article will allow cable funds, which are received through the agreements that the Town has with Verizon, Comcast and Charter, to be used to help fund the PEG (Public/Educational/Government) operations for Southborough Media Access (SAM), which is a contractual obligation per the agreement between SAM and the Town.*

Motion made: That the Town appropriate from Cable Funds the sum of $129,000 to fund the Southborough Access Media (SAM) operating budget.

Motion passed.

ARTICLE 9: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, §174-2.B entitled: "Definitions" by adding the following new definition for Accessory Dwelling Unit and to amend language within the Zoning Code as defined as follows:

ACCESSORY DWELLING UNIT
A self-contained housing unit, inclusive of sleeping, cooking, and sanitary facilities on the same lot as a Principal Dwelling. An Accessory dwelling unit shall maintain a separate entrance, either directly from the outside or through an entry hall or corridor shared with the Principal Dwelling sufficient to meet the requirements of the state Building Code for safe egress. Accessory dwelling units shall not be located in a travel trailer ~~or mobile home.~~
~~(~~NB – This term was not approved by the Attorney General.)

ADD 174-8.2 (Residence A District) A (11)
(11) Accessory dwelling unit that is not larger in gross floor area than ½ the Gross Floor Area of the Principal Dwelling or 900 Sq. ft., whichever is smaller.

UPDATE 174-8.2 (Residence A District) B (1)

(1) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft

UPDATE 174-8.4 BV (Business Village District) D. (1)
(1) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft

UPDATE 174-8.5 BH (Highway Business District) C. (2)
(2) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft

REMOVE 174-8.6 IP (Industrial Park District) C. (2) and align numbers accordingly
(Administrative note: Remove (2) accessory apartment and shift the numbers currently labeled (3)- (15) to number (2) through (14))

UPDATE 174-8.7 ID (Industrial District) C. (2)
(2) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft

UPDATE 174-8.8 SP (Research, Scientific and Professional District) B. (1)
(1) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft.

UPDATE 174-8.12 (Downtown District) D (1) to the following:
(1) Accessory dwelling unit whose gross floor area is greater than 900 sq. ft

UPDATE 174-9 Special permit requirements (B) to:
B. Accessory dwelling units. Special permits for accessory dwelling units exceeding state law dimensional standards (MGL c. 40A, §1A) may be issued upon referral of the application and receipt and consideration of a report, or after 35 days elapse without such report, from the Board of Health, certifying that adequate provisions have been made in accordance with the requirements of the Board of Health for drainage and for the disposal of sewage and waste generated by the occupancy of the apartment, and from the Planning Board, describing the lot on which the dwelling is located, the neighborhood where it is located and the effect of the proposed apartment thereon, the adequacy of ingress and egress provisions, the recommendations of the Planning Board as to the advisability of granting the special permit and any restrictions that should be imposed as a condition thereof and the provisions for off-street parking in a manner consistent with the character of the premises. If the decision of the Board of Appeals differs from the recommendations of the Planning Board, the reasons therefor shall be stated in the decision. The accessory dwelling unit shall comply with the following conditions and requirements:
(1) The habitable floor area of the accessory unit shall not exceed 25% of the habitable floor area of the entire dwelling plus that of any accessory building used for the accessory dwelling
(2) There is no other accessory dwelling unit on the lot on which the accessory dwelling unit is proposed.
(3) Not more than the required minimum exterior alterations have been or will be made to the one-family house and to any accessory buildings, and the site plan of the lot and floor plans of the dwelling thereon have been filed with the Building Inspector prior to the application to the Board of Appeals.

UPDATE 174-13.8 Adaptive reuse of historic buildings (B) (1) (a) [1-4] to:
(a) Accessory dwelling units. The accessory dwelling unit shall be subject to site plan review and shall also comply with the following conditions and requirements:
[1] The habitable floor area of the accessory dwelling unit shall not exceed 35% of the habitable floor area of the entire dwelling, plus that of any accessory building used for the accessory dwelling unit.
[2] There is no other accessory dwelling unit on the lot on which the accessory dwelling unit is proposed.
[3] Not more than the required minimum exterior alterations will be made to the single-family house and to any accessory buildings as determined by the SPGA upon written recommendation of the Historical Commission.
; or do or act anything in relation thereto.

Proposed by: PLANNING BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting

Summary: *Warrant Article 9 updates the Accessory Dwelling Unit (ADU) bylaw to ensure compliance with Massachusetts General Law, while preserving the special permit process for ADUs that exceed the state's by-right thresholds.*

Motion to move the article as printed in the warrant passed by majority vote.

ARTICLE PARTIALLY APPROVED BY THE ATTORNEY GENERAL ON FEBRUARY 15, 2026
The text in Section 174-2.B that prohibits a mobile home from being an ADU was disapproved and is marked with a strikethrough and red letters.

ARTICLE 10: To see if the Town will vote to authorize the establishment of a Town Government Structure Committee (the "Committee"). The Committee shall be composed of seven (7) registered voters, none of who shall be currently elected officials, appointed by the Moderator. The Committee's charge shall expire on June 30, 2027. The Committee shall review the current structure of Southborough's Town government and propose such by-laws or other legislation as it deems appropriate to modernize its structure and improve its efficiency and effectiveness. The Committee may, for example, examine and make appropriate recommendations concerning: (a) expansion or reduction in the number of elected positions: (b) transitioning to a Town Manager form of government; (c) moving from open Town Meeting to representative Town Meeting; and (d) allowing remote participation and voting at Town Meeting, The Committee shall hold at least three public forums concerning its analysis and proposed recommendations.

Motion made: That the Town will vote to authorize the establishment of a Town Government Structure Committee (the "Committee"). The Committee shall be composed of seven (7) registered voters, none of who shall be currently elected officials, to be appointed by the Moderator. The Committee's charge shall expire on June 30, 2027. The Committee shall review the current structure of Southborough's Town government and propose such by-laws or other legislation as it deems appropriate to modernize its structure and improve its efficiency and effectiveness. The Committee shall hold at least three public forums concerning its analysis and proposed recommendations.

Proposed by: SELECT BOARD
Select Board Recommendation: Support
Advisory Committee Recommendation: At Town Meeting

Summary: *The Town Government Structure Committee will research, review and propose changes to Southborough's government to improve efficiency and effectiveness. It will consider options such as adjusting elected positions, transitioning to a Town Manager system, and allowing remote participation at Town Meetings. The Committee will also hold at least three public forums to engage the community and gather input, with its work concluding by June 30, 2027.*

The Moderator recused himself because the article would have the Moderator appoint the committee. Town Clerk Hegarty was selected as the interim Moderator for this article.

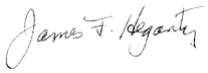
Motion made: To indefinitely postpone the Article.

Motion to move the question passed by moderator declared 2/3 majority.

Motion to indefinitely postpone the article passed by clicker vote yes 211, no 135.

Motion to dissolve the Special Town Meeting passed at 9:08 p.m.

True Copy
Attest:



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James F. Hegarty
Southborough Town Clerk